

Auditor's Office 2300 Bloomdale Rd. Suite 3100 McKinney, Texas 75071 www.collincountytx.gov

To: Collin County Commissioners Court

From: Jeff May, County Auditor

Date: February 11, 2015

**Re:** Recommended travel policy

This is a request to adopt the attached travel policy. Attached is a mark-up version of the policy so you can see the changes made. This new policy removes the wording restricting payment for hotel stays within Collin County and adjacent counties as requested on the February 9th Commissioners Court meeting.